

The Junction City Planning Commission met on Wednesday, October 19, 2016 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

Present were: Planning Commissioners, Jason Thiesfeld (Chair), James Hukill, Jeff Haag, Stuart Holderby, Ken Wells, Jack Sumner, and Sandra Dunn; Planning Commission Alternates, Alicia Beymer, and Patricia Phelan; City Planner, Jordan Cogburn; and Planning Secretary, Tere Andrews.

Absent: None

1. Open Meeting and Review Agenda

Chair Thiesfeld opened the meeting at 6:30 pm and led the Pledge of Allegiance.

2. Changes to the Agenda

None

3. Public Comment (for items not already on the agenda)

None

4. Approval of Minutes

- September 21, 2016

Motion: Commissioner Hukill made a motion to approve the September 21, 2016 minutes as written. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor.

5. Planning Commission Chair and Vice-Chair Elections

Planner Cogburn explained the Planning Commission By-Laws required the Chair and Vice-Chair elections be held at the October Planning Commission meeting.

• **Motion:** Commissioner Haag made a motion to nominate Commissioner Thiesfeld as Planning Commission Chair and Commissioner Holderby as Vice-Chair. Commissioner Wells seconded the motion.

Vote: Passed by a vote of 5:0:0. Commissioners Dunn, Sumner, Haag, Wells and Hukill voted in favor.

6. Zoning Code Review

Planner Cogburn presented examples of Zoning Codes from other municipalities, and the Oregon Model Development Code. The Oregon Model Development Code offered a table format. The table listed the zoning districts and associated standards in one location rather than several sections throughout the Code.

He suggested a joint work session with the City Council could be helpful. Staff could be prepared for an initial work session by early 2017.

Commissioner Sumner said there were inconsistencies between the Plan Designation and Zoning maps. For example the neighborhood on W 17th Avenue was zoned R4 (Mult-Structural Residential). There were duplexes and single family homes in that neighborhood, neither of which were permitted uses in an R4 zoning district.

Planner Cogburn responded there was an opportunity to amend the Plan Designation and Zoning maps to correct that and include updates to reflect the most recent population numbers from Portland State University.

Planner Cogburn asked if the Commission was interested in staff reformatting portions of the zoning code to a chart. The current language would be transitioned into a chart format. Staff was not proposing any text amendments. Work on the project would be completed as time allowed.

Coordination would also take place between the Planning Department and Public Works to ensure the Public Works Design Standards and Zoning Code were in step with one another.

Consensus: The Commissioners were in favor of a Zoning Code format that was more user-friendly such as the chart in the Oregon Model Development Code.

Staff would prepare a draft for Commission review.

7. Planning Activity Report

The Commission reviewed the September activity report. The Transportation System Plan update was adopted by the City Council, and the appeal period was over. It was anticipated the TSP updates would go before the Lane County Planning Commission in early 2017.

8. Commission Agenda Forecaster

The Commission reviewed the agenda forecaster.

Staff would look into scheduling the December Planning Commission meeting earlier in December rather than the standing date of December 21, 2016.

9. Commissioner Comments

Commissioner Sumner asked that the the Commission look at the Plan Designation and Zoning map inconsistency on West 17th Avenue.

10. Adjournment

Motion: Commissioner Hukill made a motion to adjourn the meeting. Commissioner Haag seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor.

The meeting adjourned at 7:39 p.m.

The next regularly scheduled Planning Commission meeting would be Wednesday November 16, 2016 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jason Thiesfeld, Planning Commission Chair